



DATE: June 28, 2007

TO: Transportation Authority of Marin Commissioners

FROM: Dianne Steinhauser, Executive Director

THROUGH: Bill Gamlen, Project Delivery Manager

RE: Measure A Strategy 4, Crossing Guard Program - Agreement Amendment with the Novato Unified School District to Provide Crossing Guard Services for the 07/08 School Year, Agenda Item 7g

Dear Commissioners:

#### **Executive Summary**

The TAM Crossing Guard Program provided trained crossing guards for critical intersections throughout Marin County for its first complete school year, 2006-07. The TAM Crossing Guard Program funded a total of 54 crossing guard locations during the 2006-07 school year. The 54 locations included 12 funded through an agreement with the Novato Unified School District (NUSD) and 42 funded through a contract between TAM and All City Management Services, Inc.

The 54 locations funded during the 2006-07 school year included ten (10) locations identified as "pilot" locations. The implementation policies adopted for the TAM Crossing Guard Program in June 2006 include a three-year funding commitment for locations that meet the "qualifying" criteria established by the MPWA and TAC. The implementation policies state the pilot locations will be monitored periodically to determine the effectiveness.

The agreement between TAM and NUSD for the 2006-07 school year included funding for 11 locations which met the criteria and one (1) pilot location. The crossing guards are paid for by NUSD and then reimbursed with Measure A funds in accordance with the agreement between TAM and NUSD.

TAM staff is in the process of "closing out" the first year by contacting the individual schools and school districts to solicit feedback on the Program including the effectiveness of the pilot locations. At this time, TAM staff have received input that all of the locations in Novato will continue into next year. The NUSD agreement will need to be amended to continue funding for the 2007-08 school year. The current agreement expires on June 30, 2007.

**Recommendation: Staff recommends that TAM authorize the Executive Director to execute an amendment to the agreement with the Novato Unified School District to continue providing crossing guards at 12 locations (i.e. the same number of locations as**

**during the 2006-07 school year) for the 2007-08 school year, for a not-to-exceed amount of \$81,600.**

The TAM Crossing Guard Program provided trained crossing guards for critical intersections throughout Marin County for its first complete school year, 2006-07. The TAM Crossing Guard Program funded a total of 54 crossing guard locations during the 2006-07 school year. The 54 locations included 12 funded through an agreement with the Novato Unified School District and 42 funded through a contract between TAM and All City Management Services, Inc. (ACMS).

The process to determine the 54 locations included distributing an initial survey to all of the schools in Marin County and establishing the locations of existing crossing guards and locations where a crossing guard would be requested if funding was available. Data related to the number of vehicles and school age pedestrians at each of the locations was collected by a consultant under contract to TAM. Criteria was established by the Marin Public Works Association (MPWA) and the Technical Advisory Committee (TAC) and applied to the data collected for the locations to determine which locations qualified for Measure A funding through Strategy 4.2 - Crossing Guards.

A follow up, Phase II, survey was distributed and data was collected for additional locations. The additional data was evaluated using the "qualifying" criteria established by the MPWA/TAC. The initial evaluation resulted in 39 locations qualifying for crossing guards. The result of the Phase II evaluation was an additional five (5) locations qualifying and another ten (10) locations identified as "pilot" locations. The implementation policies adopted by TAM in June 2006 stipulate that a three-year commitment will be made to locations that satisfy the qualifying criteria and that funding can be approved for pilot locations that will be evaluated periodically to monitor their effectiveness. The MPWA and TAC agreed to the locations selected and approved.

The implementation policies for the TAM Crossing Guard Program include provisions for the Program to be assessed after two years and the individual locations to be re-certified on a three to six-year cycle. The 2007-08 school year represents the second year of the Program.

In September, 2006, the TAM Board authorized the Executive Director to enter into an agreement with NUSD to reimburse NUSD for actual crossing guard costs for twelve (12) locations that NUSD had contracted directly with ACMS for crossing guards. The agreement includes amendment provisions.

The 12 locations covered in the contract with ACMS include 11 qualifying locations and one (1) pilot location. The Measure A revenues projected to be available for the TAM Crossing Guard Program are adequate to fund the same number of locations next year as were funded last year, and thereby to fulfill the second year of the three-year funding commitment for the qualifying locations and to fund the same number of pilot locations for another year.

**Recommendation: Staff recommends that TAM authorize the Executive Director to execute an amendment to the agreement with NUSD to continue providing 12 crossing guards for the 2007/2008 school year (the same number of locations as last year).**

Attachments:

1. Novato Unified School District Amendment Agreement

## **First AMENDMENT TO AGREEMENT A-FY06/07-001**

**BY AND BETWEEN THE  
TRANSPORTATION AUTHORITY OF MARIN  
AND NOVATO UNIFIED SCHOOL DISTRICT, DATED: JUNE 30, 2007**

**THIS First AMENDMENT** is made and entered into this 30th day of June 2007, by and between the Transportation Authority of Marin, hereinafter referred to as "TAM," and the Novato Unified School District, hereinafter referred to as "District."

### **RECITALS:**

**WHEREAS**, TAM and District entered into an agreement for Crossing Guard Services dated 01-August 2006 ("Agreement"); and

**WHEREAS**, the term of the Agreement was agreed to be from July 1, 2006 to June 30, 2007; and

**WHEREAS**, the parties desire to amend the Agreement to extend the term to include the 2007 summer school sessions, the 2007-2008 regular school year and the 2008 summer school sessions.

**NOW, THEREFORE**, the parties agree to amend the Agreement as set forth below.

### **AGREEMENT:**

1. Except as otherwise provided herein all terms and conditions of the agreement shall remain in full force and effect.
2. The term of the Agreement shall be from July 1, 2006 to July 31, 2008.

**IN WITNESS WHEREOF**, the parties hereto have executed this First Amendment on the day first written above.

**NOVATO UNIFIED SCHOOL DISTRICT  
(DISTRICT):**

**TRANSPORTATION AUTHORITY OF  
MARIN (TAM):**

By: \_\_\_\_\_

By: \_\_\_\_\_

Dianne Steinhauser, Executive  
Director

Approved as to form and legality:

Approved as to form and legality:

By: \_\_\_\_\_

DISTRICT Attorney

By: \_\_\_\_\_

Legal Counsel to TAM

Attest:

Approved as to form and legality:

By: \_\_\_\_\_

DISTRICT Clerk

By: \_\_\_\_\_

TAM Clerk